

Hosting a Healthy Breakfast

A healthy breakfast competition is an event that allows employees to display their culinary skills while giving coworkers new ideas for healthy meals. The day of the breakfast, Department employees are invited to bring a non-perishable food or cash donation in order to taste and vote for their favorite entries in different categories. Below are the step by step instructions for hosting a successful breakfast event.

Steps:

1. Get permission from your Department to host a breakfast event.
2. Identify a place, day and time to hold the event. Begin the event early enough so that employees can participate before they start work—7:00 or 7:30. The room should be large enough for a serving area (2 to 3 tables) and tables for tasters to sit and eat. Some “chefs” may need access to electrical outlets if they are preparing items onsite.
3. Determine the cut-off time for voting and decide on award categories such as: Best Overall; Most Colorful; Best Presentation; and Best On-the-Go. Three or four categories are adequate.’
4. If available, consider offering prizes to the “chef” participants that get the most votes in each category. Be sure to include this in the promotional materials.
5. At least two weeks ahead of the breakfast, create and distribute promotional materials including a flyer and email announcement. Samples are included at the end of this document. Materials should recruit “chefs” and explain how employees can otherwise participate. Note: Be careful to send emails out only to those employees that are in the location the event is to be held. Encourage other office locations to host their own breakfast on the same day.
6. Ask “chefs” to provide the name and recipe of their dish ahead of the breakfast. It is a good idea to screen recipes to make sure they meet “healthy” criteria. If they don’t, you may need to help the chef come up with ingredient substitutions to make their recipe healthy. Give each entry a number, which will be used for

voting. If desired, a “cookbook” with all of the recipes can be provided during or after the event.

7. Send a confirmation email to participating chefs. A sample is provided below.
8. Create labels for each entry, the ballot and a ballot box. Samples are provided.
9. Send a reminder email the day before to all employees. Encourage the “chefs” to create a little healthy competition and campaign for their coworkers to come to taste their dish. They may want to send out emails, etc.
10. Assign someone from the committee to provide plastic gloves, eating utensils, plates, bowls, juice and/or milk, cups, napkins, boxes to collect donations, etc. The chefs should bring their own serving utensils and anything else they might need to serve their dish.
11. Create certificates for the winning “chefs”. See sample below.
12. The day of the event, committee members should arrive at least 60 minutes before the event start to set up the room. Chefs should be in place prior to voting or they may miss potential votes.
13. The voting begins. Have ballots and pens on the tables. It is helpful to have a list of entries with their numbers on the tables for people to reference when filling out their ballot.
14. Once all votes are cast and counted, announce the winners via a Department email. Post recipes on your Department intranet if possible.
15. Take the donations to a food bank.

Sample Email Announcement

Subject: 1st Annual Healthy Breakfast Cook-off

Start your day with a healthy breakfast.

Eat Right with a **Colorful Breakfast** during National Nutrition Month.

How? Join in the 1st annual Healthy Breakfast Cook-off on March 16th, from 7:30 to 9:00 AM in the Pine Conf Room, 930 Wildwood.

Have a tasty breakfast and get some great ideas for a healthy morning meal.

There are two ways to participate:

1. Show off your culinary talent by bringing a dish for judging. Entries will be judged in four categories:
 - Best Overall
 - Most Colorful
 - Best Presentation
 - Best On-the-Go
2. Bring a canned or non-perishable food item or a cash donation to vote for the best entries (donations will be given to a local food bank).

The event will start at 7:30 AM with all ballots cast for the best breakfast by 9:00 AM.

Please email XXXXX at [XXXXX](#) if you are planning to participate.

Sample Email to Chef Participants

Hello,

The competition is heating up for our 2nd annual healthy breakfast! I wanted to give you some additional information about the event and what to expect.

1. You can bring your dish anytime after 7:00. We will “open the doors” at 7:30, so it would be to your advantage to have your dish available by then (whether you are preparing on-site or bringing from home). If not, you may lose some votes! I will be here by 7:00 to start getting things set-up.
2. I am not sure how many to anticipate, but each person only gets a bite or two to taste the dish for judging, not a full portion. Last year we had over 50 people come through and vote.
3. Please let me know if you need to use an electric burner to prepare your dish on-site.
4. I will have plates, bowls and silverware available. Let me know if you need something special for serving. Please bring your own serving utensils.
5. Each dish will be given a number for judging. You don’t have to stay for the entire time, unless you are preparing on-site and want to have enough food for the whole time. If you do not stay, please come back around 9 to retrieve your dishes.
6. The gloves are off. Encourage your co-workers to come vote for your entry to earn you bragging rights for the next year. They will need to bring a non-perishable donation for the food bank or give a cash donation.

Please let me know if you have any other questions.

Thanks again for your participation.

Sample Entry Label



#1

Fresco Garden Frittata with
eggs, mushrooms, artichokes, spinach, bell peppers, cheeses,
spices

Eat Right with Color!

National Nutrition Month 2011

Sample Ballot

Healthy Breakfast Cook-off 2011 Official Ballot

Please write the number of the dish
you think best fits each category:

_____ **Best Overall Healthy Breakfast**

_____ **Most Colorful**

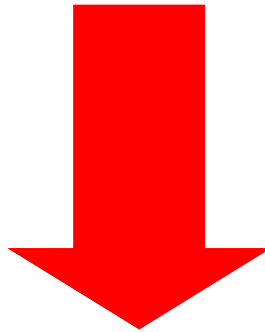
_____ **Best Presentation**

_____ **Best On-the-Go**

**Eat Right with Color—National Nutrition
Month**

Sample Ballot Box Label

Vote Here



**Healthy Breakfast
Cook-off 2011**

**Eat Right with Color!
National Nutrition Month 2011**

Sample Certificate

| | | |
|---|--|--|
|  | <h1>BEST RECIPE AWARD</h1> | |
| | <p>THIS CERTIFICATE IS PRESENTED TO</p> <p>_____</p> <p>FOR PREPARING THE BEST HEART HEALTHY RECIPE FOR DHSS STAFF</p> <p>Office/Unit Chief _____ Date _____</p> | |
| | <p>DHSS WORKSITE WELLNESS COMMITTEE</p> |  |

Sample Winner Announcement Email

Congratulations to the Healthy Breakfast Cook-off winners...

| | | |
|--|------------------------|-------------------|
| Winner for Best Overall | Fresco Garden Frittata | Ellen Whittington |
| Most Colorful | Heart Healthy Parfait | Takako Tagami |
| Winner for Best On-the-Go Breakfast | Elena's Tex Mex Taco | Ellen Whittington |
| Winner for Best Presentation | Fresco Garden Frittata | Ellen Whittington |

The worksite wellness committee would like to thank everyone who cooked and tasted Wednesday morning at DHSS' second Healthy Breakfast Cook-off! All nine entries were colorful and delicious. We collected boxes of food and \$71.00 that will be donated to the Jefferson City Samaritan Center. The recipes from the breakfast will be posted on the Worksite Wellness web site (<http://dhssnet/WorksiteWellness/index.html>) by the end of the month so anyone can "Eat Right with A Colorful Breakfast."

For questions about the breakfast or other worksite wellness activities, please email worksitewellness@health.mo.gov.